

## CITY-WIDE REAPPRAISAL PROPOSAL REVIEW

April 29, 2010 at 5:32

City Council Members (Ken Murchison, Mary-Kate Barbosa, Dave Ouellette, and John Boone), Board of Assessors Members (Chairman John Weeks, Romeo Parent, and Galen Rockwell), City Manager Steven Buck, and Assessor Elizabeth O'Bar met to review the Proposals submitted in response to the RFP for the City-Wide Reappraisal Project.

Four proposals were received; however, one was received after the deadline. Of the three received in a timely manner, one included personal property only, one was for the whole project, and the third encompassed the whole project with the option to have a separate contract for the personal property to G & K Associates or to subcontract it within his contract.

It was the consensus of the committee there will be only one contract. In addition to submitting a proposal for Personal Property, it was determined that Just Value Associates did not meet the Personnel Qualifications requested in the RFP.

Those in attendance submitted score sheets which were tabulated by Steve Buck through an excel spread sheet rendering a weighted average of 22.15 for RJD Appraisal and 21.7 for William Van Tuinen Real Estate Appraisal and Tax Assessment Services.

While the weighted scores of the two complete proposals are very close, there is a significant cost difference. There was great concern that the Van Tuinen proposal specifically excluded the Performance Bond, which in all likelihood would add to the cost.

The review committee discussed interviewing both firms to further compare both proposals and firms. Since the RJD proposal was found to be in greater compliance with the RFP and is significantly more favorably priced, this idea was rejected.

There are a few areas of concern that the review committee would like to have addressed in the form of a preliminary contract. Once the preliminary contract has been reviewed and determined satisfactory, the committee requests an interview with both Rob Duplisea, Jr. and Gail Gantik prior to awarding the contract.

The committee directed Steve and Beth to communicate with RJD Appraisal with these requests including the areas of concern as soon as possible.

Areas of Concern to be listed in communication to RJD Appraisal, obtained from Steve Buck May 4, 2009.

1. Amount of Performance Bond reflects the combined Contract Price
2. Independent Contractor Relationship
3. Clarification on being able to commit values on July 1<sup>st</sup>, 2012 and the completion of hearings and reviews within the City's best interests
4. RJD will be the Prime Contract with RJD securing the subcontracted work by Gail Gantick
5. Specifics on the desired timelines and percentages of payment associated, including how percentages will be determined, with the duration of the Contract with a resulting 20% retainage to be paid upon completion of the Contract.
6. A full understanding of the Trio program modules necessary to complete the Contract should be communicated to the City to ensure both Parties agree and the modules are in place at the start of the Project.
7. All requested elements within the RFP should be addressed within the Contract. The City will consider the negotiation of certain items if requested by RJD and a mutual agreement can be made.

Council Workshop

Minutes

Date: April 29<sup>th</sup>, 2010

Location: Council Chambers

Time: 6:45PM

Present

Veterans Memorial Park Committee: Carroll St. Peter, Phil McDonough, Doug Michaud, Paul Flick, Cuppy Jandreau

Councilors: David Martin, Chris Bell, Mary Kate Barbosa, John Boone, Ken Murchison, Steven Buck

Mayor Murchison opened the meeting to discuss the Veterans Memorial Park Committee's desire to locate their envisioned Veteran's Park on a City-owned parcel of land off the east side of Glen Street adjacent to the outdoor pool and County Federal Credit Union.

The Committee related information as to their work to date, ongoing fund raising efforts, and their vision for their Park in this particular location. They will be using John Hafford, an architect to provide concept drawings, but not until a specific site is selected and can be drawn specific to the lay of the land. No current drawings were available for review as they were forgotten for the meeting. The Committee's vision is to establish a living memorial park, historic in nature, honoring all veterans of all wars, conflicts and levels of service.

The Manager projected Google Maps to better view the envisioned parcel off Glen Street. The amount of land available for development was discussed. Councilors discussed other potential uses for the same parcel of land to illustrate the importance of the particular parcel. Such other uses may include future School consolidation plans for a more centralized set of buildings, wood fired central heat plant piped to several city-owned buildings, and other recreations or commercial developments.

Alternative sites were reviewed and discussed using the projected maps. Alternative sites included the park off Washburn Street at the head of the Collins Pond waling path. The Committee thought the site too small and close to other commercial development. It was also not along any utilized parade routes. The lot currently under deed to the Caribou Children's Discovery Museum was discussed. It was noted that the Museum Project may go to an alternative location. That was deemed to not be the case and it was noted the Museum Group had 7 years remaining on their option to build on the parcel off the west side of Glen.

Discussions returned to the original parcel. Concerns were raised about potential petroleum contamination arising from past operations were expressed. Elements of Phase I and Phase II site assessments were discussed in detail. It was noted that if not for this project, some project will present itself for development of the site at some point and a Phase II assessment and VRAP plan would be of great value.

Other alternative sites were then discussed. Land to the east side of North Main St. across from the Airport and Weather Bureau was examined on the maps. The vacant land at the entrance to the Airport

was discussed. The vacated half of the Caribou Trailer Park property at the Airport was also offered as an alternative. The Committee indicated they would look at each of these properties as alternatives.

No definitive answer was granted to the Committee. They were to work further with their architect. They were also going to discuss with County Environmental Engineering the conduct of a Phase II assessment of the parcel of land off the east side of Glen Street. The Manager indicated that he would investigate the details of a Phase II and a VRAP from the State of Maine.

Meeting Adjourned at 8:30PM